



Manager of Operations

The Vancouver School District is an exciting, progressive, and dynamic school district, offering a wide range of educational opportunities for more than 50,000 learners from kindergarten to adults. Serving our diverse school district through 110 sites, with major capital projects underway, Vancouver schools have an excellent reputation for providing outstanding, student-centered, choice programs.

We are currently seeking a Manager of Operations to join our Facilities Department, which operates and supports over 100 sites across the District. Reporting to the Director of Facilities, the Manager of Operations is responsible for the operation, security, management, and minor maintenance of all Vancouver School District building assets. The Operations teams includes exempt staff, rentals management, over 500 building engineers, and custodial positions; in addition to custodial activities, custodial staff duties include heat plant operations, safety checks, monitoring, and select maintenance activities.

As an experienced leader, you will oversee all aspects of the department. You will develop and monitor departmental annual budgets including staffing, utilities, services and supplies, and revenue projections. You will demonstrate exceptional interpersonal and communication skills to manage conflict professionally. You will have ongoing communication with school Principals and building engineers through the supervisors that report to you. There is a significant communication and relationship-building component to this role as you will work collaboratively with schools, departments, supervisors, unions, and external civic organizations to ensure department and district sustainability goals are met, and Board policy is implemented.

In addition to these responsibilities, you will act as the emergency response for key building systems to ensure continuity of educational delivery. You will provide strategic advice relating to capital project sustainable design principles/objectives, including updating building standards, participating in the design, and reviewing all new schools and renovation drawings and specifications for approval prior to tender. For more information, please refer to the roles and responsibilities list (Roles and Responsibilities).

Qualifications and Experience

The successful candidate will have suitable post-secondary education and professional development, coupled with demonstrated experience directly related to the job duties. This education could include a university degree in a relevant field of study plus experience, or

suitable training programs related to building operations and staff supervision. A 4th Class power engineers' certification is required.

Furthermore, candidates must have a minimum of **10 years** of experience in facilities leadership, operating in a large, multi-union, and multi-facilities environment. A demonstrated pattern of increasing responsibilities in this working environment is also a requirement.

The District welcomes qualified applicants who value equity and diversity as essential to excellence. The distinct makeup of the VSB community strives to support the inclusion of all voices. The VSB community is for everyone, and you may wish to share some lived experiences that demonstrate your connections to our diverse community.

To be considered for this position, please apply via <https://bit.ly/3u6rliP> and include a cover letter and resume along with your application to this competition. The closing date for this competition is **Monday, April 4, 2022 at 8:30 a.m. PDT.**